



SAFETY AND BUILDINGS DIVISION  
Integrated Services  
P. O. Box 2658  
Madison, Wisconsin 53701-2658  
TDD #: (608) 264-8777  
Jim Doyle, Governor  
Mary P. Burke, Secretary

December 2, 2005

To: All Wisconsin Mining Operators and Contractors  
From: Mine Safety Program

The Mine Safety Section is getting ready for another year of training. We have already received training requests on-line for Annual Refresher sessions this coming year. As of now, about one-third the available class days in February are filled. The on-line registration system is working well, however, you may still mail or fax in your training request as in years past.

Our schedule for combined Management Roundtable & Training Plan Implementation meetings has been set. The feedback received from last year was to continue with this combined meeting. The dates and locations are:

Thursday, January 5, 2005 – Green Bay  
Comfort Suites, 1951 Bond St, Green Bay, (920) 499-7449

Tuesday, January 10, 2005 – Madison  
Clarion Suites Madison Central, 2110 Rimrock Rd, Madison, (608) 284-1234

Thursday, January 12, 2005 – Eau Claire  
Holiday Inn Campus Area, 2703 Craig Rd, Eau Claire, (715) 832-2211

Cost will be \$30 per person. Registering on-line is recommended. Please make your check payable to "Safety and Buildings Division". Walk-ins will be accepted if space permits; however, lunch will not be available for those who do not pre-register. Hope to see you there.

Dave Vriezen  
Section Chief, Public Sector Safety & Mines

**S&B Mine Safety and Health Staff**

Pat Murphy, Mine Safety Inspector (Eastern part of the state), P.O. Box 822, Fond du Lac, WI 54936, Tel. 414-852-3648, Fax 608-283-7497, Email: pmurphy@commerce.state.wi.us

Dick Chier, Mine Safety Inspector (Western part of the state), P. O. Box 695, Green Lake, WI 54941-0695, Tel. 920-366-2555, Fax 608-283-7498, Email: rchier@commerce.state.wi.us

Dave Vriezen, Mine Safety Section Chief, P.O. Box 2538, Madison, WI 53701-2538, Tel. 608-261-2503, Fax 608-283-7425, Email: dvriezen@commerce.state.wi.us

Joe Hertel, Program Manager, P.O. Box 2689, Madison, WI 53701-2689, Tel. 608-266-5649, Fax 608-264-8795, Email: jhertel@commerce.state.wi.us

S&B Central Office: Thompson Building, 201 West Washington Ave, 4th floor, Madison

Internet Access: Online registration for training is available,  
<http://www.commerce.state.wi.us/SB/SB-MineSafetyProgram.html>.

## **2006 Management Roundtable and Training Plan Implementation**

This is your annual opportunity to meet with peers, federal Mine Safety and Health Administration staff, and S&B staff to help in planning for the future. Topics will include: "Most Cited MSHA Violations;" "MSHA Regional Managers Update," and "Questions and Answer Periods with MSHA." Lunch provided for pre-registered attendees. In the afternoon there will be a Training Plan Implementation Session focusing on keeping your training plan a living document, one that is able to adapt to changes at your mine to keep your miners safe.

|   |  |   |
|---|--|---|
| <b>Thursday, January 5, 2006</b><br>Comfort Suites,<br>1951 Bond St,<br><b>Green Bay.</b><br>Deadline Dec. 28, 2005 | <b>Tuesday, January 10, 2006,</b><br>Clarion Suites Madison Central,<br>2110 Rimrock Rd,<br><b>Madison.</b><br>Deadline Jan. 4 | <b>Thursday, January 12, 2006,</b><br>Holiday Inn Campus Area,<br>2703 Craig Rd,<br><b>Eau Claire.</b><br>Deadline Jan. 9 |
|---|--|---|

**Please Print.** For all registration forms, be aware personal information you provide may be used for secondary purposes.  
[Privacy Law, s.15.04 (1)(m)]

Company Name: \_\_\_\_\_

Mine ID Number: \_\_\_\_\_

Company Contact Person: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Day Telephone Number: \_\_\_\_\_

### **Circle Items that Pertain to Your Company:**

*(This must be completed. Information is used to meet federal reporting requirements) (For definitions, please refer to page 4.)*

Do you have a training plan:                      Yes                      No                      *(Your plan must be sent with registration)*

Company Description:      Surface Mine;                      Independent Contractor;                      Other

Number of Employees:      1-19 employees;                      20-49 employees;                      50+ employees

Type of Operation/Product:      Crushing and Washing;      Sand and Gravel;      Screening;      Surface Limestone;

Dimension Stone (specify) \_\_\_\_\_                      Other (specify) \_\_\_\_\_

### **Attendees:**

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

Check-in at 7:30 a.m.

Roundtable is 8 a.m. to 4 p.m., with lunch.

Fee: \$30 per person

No. Attending \_\_\_\_\_ X \$30 = \_\_\_\_\_ = Amount Enclosed

Make check payable to: "Safety and Buildings Division". No refunds. Fees not transferable.

Mail to: Safety and Buildings, Attn: Audrey Fries, P.O. Box 2658, Madison, WI 53701-2658, Telephone 608-266-7529.

If session is full, walk-ins will be turned away. Confirmation letters will not be sent. You will be contacted if the session is full.

100-143-SBDV-323R-SG61-8200

## **2006 Annual Refresher Training**

Annual refresher training is operation-specific, based on your company's training plan and needs. The Sponsor Company requests training topics and coordinates with S&B staff concerning locations and dates. Fees for each session (which can include Safety, Health, and First Aid Training) will be \$330, as outlined in Comm 2, the Fee Code.

You may set up your training using the S&B WebSite, <http://www.commerce.state.wi.us/SB/SB-MineSafetyProgram.html>. If you have questions on using the site, contact Dave Vriezen (see listing on page 1).

**Site-specific training.** The Mine Safety Program offers MSHA's Part 46 Annual Refresher and New Miner Training throughout the year. These 4-hour classes are specific to your operations, not "general sessions." Classes are limited to 35 students to ensure quality training. The training is available to mine operators and independent contractors who work in active mines; companies with an assigned Mine ID# / contractor ID#; and companies with a training plan, as required by MSHA regulations.

Here is a sample agenda. See the listing of possible topic selections given below.

|              |   |
|--------------|---|
| 8:00 – 8:30  | Registration and Introduction (2006 Training Program)   |
| 8:30 – 9:20  | Video – Mine Products Work For Us<br>Overheads – MSHA's Current Compliance and Accidents  |
| 9:20 – 9:30  | Break   |
| 9:30 – 10:00 | Open Discussion on Newest Regulations<br>– Example: MSHA'S Hazard Communication & Hearing Conservation Programs<br>Question/Answer – Work Exercises |
| 10:00-10:30  | Sponsor Company's Selected Training Topic Choice  |
| 10:30-10:40  | Break   |
| 10:40-11:10  | Sponsor Company's Selected Training Topic Choice  |
| 11:10-11:30  | Sponsor Company's Selected Training Topic Choice  |
| 11:30-12:00  | Program Evaluation  |

### **Training Topic Selections:**

Each topic ranges from 20 to 30 minutes. The number of choices should not exceed four topics per 4-hour session. Instructor will confirm the number of topics chosen and times allotted. Please make your selections on the enclosed registration form or online.

- |  |   |
|--|---|
| 1. Ground Control, Powered Haulage,<br>Highwalls & Berms | 10. Explosives & Blasting                 |
| 2. Bins, Silos, Hoppers                                  | 11. Water Hazards                         |
| 3. Confined Spaces                                       | 12. Escape / Evacuation / Fire Protection |
| 4. Fall Protection                                       | 13. Respirator Review                     |
| 5. Lockout / Tagout                                      | 14. First Aid Review                      |
| 6. Machine Guarding                                      | 15. Company Safety Rules                  |
| 7. Welding & Maintenance                                 | 16. Line of Authority                     |
| 8. Drilling  | 17. Cranes & Rigging                      |
| 9. Electrical Safety                                     | 18. Hazard Communication                  |

All safety-training topics are outcome-based. When applied and followed, this training will help improve health and safety in the work place; reduce injuries and accidents (personal, equipment and property); help prevent fatalities; possibly lower operational cost; and possibly increase production.

**Reminder when filling out request form:**

S&B will use the registration data to compile our required federal report. We are asking that the registration form be filled out completely and accurately. Please review these definitions of “Surface Mine,” “Independent Contractor,” and “Other.”

**Definitions:**

**“Surface Mine:”** Mine development, drilling, blasting, extraction, milling, crushing, screen or sizing of materials at a mine. Includes maintenance and repair of mining equipment on site associated with haulage of materials within the mine from these activities. (Part 46.2(h)(2))

**“Independent Contractor:”** Any person, partnership, subsidiary of a corporation, firm association, or other organization that contracts to perform services at a mine operation. (i.e. tire vendors, fuel vendors, electricians, plumbers, carpenters, truckers, excavation, reclamation, crane use, service and maintenance of equipment, etc.) (Part 46.2(e))

**“Other:”** Any person who does not work at a mine site for frequent or extended periods of time (means a pattern of visits with no exposure to hazards). (i.e., government agencies, manufacturer’s representatives, engineers, etc.) (Part 46.2(g)(2))

**For all registration forms, be aware personal information you provide may be used for secondary purposes.**  
[Privacy Law, s.15.04 (1)(m)]

## **2006 Request for Part 46 Annual Refresher Training**

**Cost to Sponsor Company is \$330 Per Session**, which can include Safety, Health and First Aid. Deadline for requests is a minimum of three weeks prior to requested training date.

**Please Print.** Company Name: \_\_\_\_\_

Mine ID number: \_\_\_\_\_ ---- \_\_\_\_\_

Company Contact Person: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP \_\_\_\_\_

Day Telephone Number: \_\_\_\_\_ County: \_\_\_\_\_

Circle Items that Pertain to Your Company: (This must be completed. Information is used to meet federal reporting requirements) (For definitions, please refer to page 4.)

Do you have a training plan: Yes No (Your plan must be sent with registration.)

Surface Mine: 1-19 employees; 20-49 employees; 50+ employees Independent

Contractor or Other

Type of Operation/Product:

Sand and Gravel, Crushing and Washing, Dimension Stone (specify) \_\_\_\_\_

Surface Limestone, Screening, Other (specify) \_\_\_\_\_

The following must be completed or the request will be returned:

Suggested Dates(s): \_\_\_\_\_

Onsite Name: \_\_\_\_\_

Facility Address: \_\_\_\_\_

### **Choose topics from page 3:**

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_

Recommended room criteria: Size: 20 by 24; Setup: Classroom style with head table; Room for each person to be able to write; Good acoustics, i.e., no noise from other areas.

Sponsoring Company will provide an individual on site to manage class attendance roster.

### **If there is a secondary company involved, enter the information here**

**Please Print.** Secondary Company Name: \_\_\_\_\_

Secondary Mine ID number: \_\_\_\_\_ ---- \_\_\_\_\_

Secondary Company Contact Person: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP \_\_\_\_\_

Day Telephone Number: \_\_\_\_\_ County: \_\_\_\_\_

Circle Items that Pertain to the Company: (This must be completed. Information is used to meet federal reporting requirements) (For definitions, please refer to page 4.)

Do you have a training plan:      Yes      No      (Your plan must be sent with registration.)

Surface Mine:              1-19 employees;              20-49 employees;              50+ employees Independent

Contractor                      or                      Other

Type of Operation/Product:

Sand and Gravel, Crushing and Washing, Dimension Stone (specify) \_\_\_\_\_

Surface Limestone, Screening, Other (specify) \_\_\_\_\_

**Who will be attending?**

**Date requested:**\_\_\_\_\_

| NAME      | COMPANY (Sponsor or Secondary?) |
|-----------|---------------------------------|
| 1. _____  | _____                           |
| 2. _____  | _____                           |
| 3. _____  | _____                           |
| 4. _____  | _____                           |
| 5. _____  | _____                           |
| 6. _____  | _____                           |
| 7. _____  | _____                           |
| 8. _____  | _____                           |
| 9. _____  | _____                           |
| 10. _____ | _____                           |
| 11. _____ | _____                           |
| 12. _____ | _____                           |
| 13. _____ | _____                           |
| 14. _____ | _____                           |
| 15. _____ | _____                           |
| 16. _____ | _____                           |
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| 25. _____ | _____                           |
| 26. _____ | _____                           |
| 27. _____ | _____                           |
| 28. _____ | _____                           |
| 29. _____ | _____                           |
| 30. _____ | _____                           |
| 31. _____ | _____                           |
| 32. _____ | _____                           |
| 33. _____ | _____                           |
| 34. _____ | _____                           |
| 35. _____ | _____                           |

Mail or Fax Request to: Safety and Buildings, Attn: Audrey Fries, P.O. Box 2658, Madison, WI 53701-2658, Telephone 608-266-7529 / Fax: 608-267-0592

## **2006 New Miner Training Registration Form**

A "New Miner" is a person who does not have or will not have 12 months of equivalent experience prior to employment. New employees at surface sand and gravel, or crushed rock operations, including contractors, are required by MSHA's Part 46 to have a minimum of 24 hours of training within the first 90 days of employment. The dates listed below will fulfill 16 hours of the new miner requirements. The remaining 8 hours can be completed while being observed on the job by an experienced miner. Attending New Miner training also does not satisfy the requirements for Annual Refresher Training.

New Miner training is paid for by the federal grant and is free of charge.  
Sessions are 8 a.m. to 4 p.m. for two days for Part 46 (surface).  
Lunch is not provided.

**Please Print.** For all registration forms, be aware personal information you provide may be used for secondary purposes.  
[Privacy Law, s.15.04 (1)(m)]

Company Name: \_\_\_\_\_  
Mine ID Number: \_\_\_\_\_  
Company Contact Person: \_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Day Telephone Number: \_\_\_\_\_

### **Circle Items that Pertain to Your Company:**

*(This must be completed. Information is used to meet federal reporting requirements) (For definitions, please refer to page 4.)*

Do you have a training plan:                      Yes                      No                      *(Your plan must be sent with registration)*  
Company Description:      Surface Mine;                      Independent Contractor;                      Other  
Number of Employees:      1-19 employees;                      20-49 employees;                      50+ employees  
Type of Operation/Product:      Crushing and Washing;      Sand and Gravel;      Screening;      Surface Limestone;  
   Dimension Stone (specify) \_\_\_\_\_                      Other (specify) \_\_\_\_\_

### **Attendees:**

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_

### **Tentative Schedule – to be confirmed at Management Roundtable Meetings**

|                                |                                |
|--------------------------------|--------------------------------|
| March 8 & 9, 2006 – Plover     | April 5 & 6, 2006 – Green Bay  |
| May 17 & 18, 2006 – Eau Claire | June 8, 2006 – Sheboygan       |
| September 6 & 7, 2006 – Plover | November 8 & 9, 2006 - Madison |

**See the S&B WebSite after February 1, 2006 for exact locations:**  
**<http://www.commerce.state.wi.us/SB/SB-MineSafetyProgram.html>**

Mail or Fax Request to: Safety and Buildings, Attn: Audrey Fries, P.O. Box 2658, Madison, WI 53701-2658, Telephone 608-266-7529 / Fax: 608-267-0592

## **2006 Train the Trainer Registration Form**

Sessions cover two days, 8 a.m. to 4 p.m.  
There is no charge and lunch is NOT provided.

Dates and locations will be set at the Management Roundtable Meetings.  
**Check S&B WebSite after February 1, 2005 for dates and locations.**  
**<http://www.commerce.state.wi.us/SB/SB-MineSafetyProgram.html>**

Day One: Registration and Introduction; Training Video; Presentation on The MSHA Act 1977; Training and Documentation; Developing Safety Behaviors; Review of Part 46 including discussion of difference of Part 46 and Part 48; Training Videos; New Miner and/or Hand Safety; Personal Protective Equipment; Dust and Silicosis; Review Mine Hazards.

Day Two: Training Videos and discussion; Fire Safety and Fire Extinguishers; Safety Attitudes; Examination of Work Place: Crushing and Screen Plants; Dust/Silicosis and Exercise; Customer and Deliveries; Fall Protection

**Please Print.** For all registration forms, be aware personal information you provide may be used for secondary purposes.  
[Privacy Law, s.15.04 (1)(m)]

Company Name: \_\_\_\_\_

Mine ID Number: \_\_\_\_\_

Company Contact Person: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Day Telephone Number: \_\_\_\_\_

### **Circle Items that Pertain to Your Company:**

*(This must be completed. Information is used to meet federal reporting requirements) (For definitions, please refer to page 4.)*

Do you have a training plan:                      Yes                      No                      *(Your plan must be sent with registration)*

Company Description:      Surface Mine;                      Independent Contractor;                      Other

Number of Employees:      1-19 employees;                      20-49 employees;                      50+ employees

Type of Operation/Product:      Crushing and Washing;      Sand and Gravel;      Screening;      Surface Limestone;

Dimension Stone (specify) \_\_\_\_\_                      Other (specify) \_\_\_\_\_

### **Attendees:**

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_

Mail or Fax Request to: Safety and Buildings, Attn: Audrey Fries, P.O. Box 2658, Madison, WI 53701-2658, Telephone 608-266-7529 / Fax: 608-267-0592